

1.0 Welcome and apologies

Opening and welcome, acknowledgement of Country.

Code of conduct – All members adhere to the Code of Conduct for our meetings and are required to abide by it.

Attendees – Aaron Chaplin, Jodie Van Der Zwan, Ainsley Olney, Dianne Carlshausen, Karen Passmore, Julie Thompson, Bronwyn Muggeridge, Cassandra Cutler, Sarah Hickey, Sharon Tan, Kristy Yew

Apologies / absentees Greer Parry, Jodee Dawson, Cid Dare.

Confirmation of agenda

2.0 Minutes of previous meeting

Minutes of the previous meeting were accepted – Moved Bronwyn Muggeridge. **CARRIED.**

3.0 2023 Reports

1. **President’s Report** – At the last meeting we were organising the School Disco and the Father’s Day stall. The disco was really good and the DJ was excellent and engaged with the students more than the previous DJ. The Father’s day stall was a success. This year will need to be aware of needing more items and maybe restricting the number of items each person can buy.
2. **Treasurer’s Report** – The disco raised \$3764.30, and the current balance is \$11831.
3. **School Board Report** – Last year the board approved the years annual report, approved the school budget. They were involved in the development and approval of the Mobile Phone policy. They approved the new OSH provider, with significant gains for the parents and the school.. The board endorsed community partnerships with language schools, Codestar, Piara Waters Markets. Endorsed the munch box agreement which came from the P&C. They monitored and input into attendance, behaviour and NAPLAN data. They had input into the development of the school’s teaching and learning guide. The Board approved the Workforce plan and reviewed fees, charges and booklists. There was a review of the survey of School community data.
Thank the school board for their contributions

Aaron would like to thank the outgoing P&C members. Julie as President, Scott as treasurer. Dianne as the vice president. This year We would like to walk side by side with parents instead with more involvement and contributions. Aaron thanked the contribution of all volunteers that made the fundraising efforts a success.

4.0 Elections

All positions were declared vacant.

Elections of office bearers and executive committee.

- **President** – Sharon Tan nominated and elected for President.
- **Vice-Presidents** – Sarah Hickey and Cassandra Cutler elected as Vice President.
- **Secretary** – Ainsley Olney nominated and elected as Secretary
- **Treasurer** – Bronwyn Muggeridge nominated and elected as Secretary
- **Executive Committee** – Principal, Office Bearers, and Karen Passmore, Dianne Carlshausen, Julie Thompson

ELECTED UNOPPOSED

Appointment of Honorary auditor – Shane Vila from Cooling Brothers Glass company CFO.

Moved Scott Olney. **CARRIED**



RIVA PRIMARY SCHOOL
PARENTS & CITIZENS ASSOCIATION (INC).
ANNUAL GENERAL MEETING MINUTES
Tuesday 5th March 2024

5.0

Meeting close

Meeting closed at 6.20pm

Next Meeting Tuesday 4th March 2025

